

**KANSAS
REAL ESTATE APPRAISAL BOARD**

**PROVISIONAL
TRAINEE
EDUCATION
APPLICATION**

(This form is to be used by applicants who intend to secure their experience, as a licensed provisional trainee, under a supervisory appraiser.)

FOR BOARD USE ONLY	
Application #: _____	Date Approved: _____
Application Fee: \$ _____	<input type="checkbox"/> Cash/Check <input type="checkbox"/> Charge
Deposit Date: _____	Processed By: _____

KANSAS REAL ESTATE APPRAISAL BOARD
PROVISIONAL TRAINEE EDUCATION APPLICATION

☐ STATE LICENSE
 ☐ RESIDENTIAL CLASSIFICATION
 ☐ GENERAL CLASSIFICATION

Answers must be typed or printed clearly in ink. All questions must be answered. **A nonrefundable application fee of \$50 must accompany this application.** Submit this application along with the application fee and supporting documents to: Kansas Real Estate Appraisal Board, 1100 S.W. Wanamaker Rd., Ste. 104, Topeka, KS 66604.

*** DENOTES A "REQUIRED" FIELD. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.**

- 1.* Full Name: _____

Last
First
Middle

- 2.* Social Security Number: _____ - _____ - _____
 Your social security number is required pursuant to 42 U.S.C. 666, K.S.A. 74-148 and K.S.A. 74-139, and may be used for child support enforcement purposes or provided to the Kansas Director of Taxation upon request. The last six digits will be provided for the registry maintained by the Appraisal Subcommittee of the Federal Financial Institutions Examination Council pursuant to federal law.

- 3.* Residence Address: _____
 City: _____ State: _____ Zip Code: _____ County: _____
 Mailing Address: _____
 City: _____ State: _____ Zip Code: _____

4. Supervisor's Name: _____
While it is strongly recommended that you have your supervisor in place before you begin the application process, it is not required.

5. Business Name: _____
 Business Address: _____
If no address is shown, the applicant's residence address will be used as their business address.
 City: _____ State: _____ Zip Code: _____ County: _____

- 6.* Business Phone: (_____) _____ Residence Phone: (_____) _____
 Fax No.: (_____) _____ E-Mail Address: _____

- 7.* Date of Birth: ____ / ____ / ____
 8.* Sex: ☐ Male ☐ Female

- 9.* Have you ever been known by any other name or alias (including maiden name): ☐ Yes ☐ No
 If "yes", list all names or aliases by which you are or have been known: _____

10. Do you now, or have you in the past, held an appraiser's license/certificate in the State of Kansas?
☐ Yes ☐ No If "yes", provide the license/certificate number: _____

11. Do you now or have you been licensed or certified as an appraiser in any state other than Kansas within the last five years?
☐ Yes ☐ No If "yes", attach a letter of good standing from the issuing state. List all states: _____

**** IF ANSWERED "YES", APPLICANT MUST ATTACH A DETAILED EXPLANATION AND/OR SUPPORTING DOCUMENTATION.**

- 12.** Have you ever practiced or held yourself out as being licensed or certified to practice real estate appraisal in any state when, in fact, you were not licensed or certified to do so?
- ☐ Yes ☐ No
- 13.** Have you ever had an application for a professional or occupational license or certification denied in this or any other state?
- ☐ Yes ☐ No
- 14.** Has there been a revocation, suspension or any other disciplinary action taken by the state of Kansas or any other jurisdiction in relation to any appraisal license or certification held by you?
- ☐ Yes ☐ No (If "yes", attach a copy of the complaint that sets forth the allegations and any settlement agreement or order that sets forth the outcome.)
- 15.** Have you ever been convicted of a criminal offense or is there any criminal charge now pending against you (other than minor traffic violations)?
- ☐ Yes ☐ No (If "yes", provide the date, offense or pending charge, court and case number, and attach a copy of the charges, any order of conviction, sentencing and any release from probation or parole.)_____
- 16.** Has a final civil judgment been entered against you on the grounds of financial misrepresentation or deceit in the making of any appraisal of real property? (See K.S.A. 58-4118(a)(12))
- ☐ Yes ☐ No (If "yes", provide the date, court and case number and attach a copy of the settlement or judgment.)_____
- 17.** Do you currently have an application for a professional or occupational license in Kansas or any other state pending approval or denial?
- ☐ Yes ☐ No (If "yes", provide the name of the state and license type.)_____
18. I have read the Kansas Real Estate Appraisal Board Rules and Regulations and understand the rules and requirements that specifically pertain to K.A.R. 117-5-1, 117-5-2 and 117-5-3.
- ☐ Yes ☐ No
19. Do you understand that your supervisor will also be held accountable and responsible for all appraisal report assignments?
- ☐ Yes ☐ No

I hereby attest that the foregoing statements are true and correct to the best of my knowledge.

Date Signed

Signature of Applicant

<input type="checkbox"/> VISA	<input type="checkbox"/> MASTERCARD																		
EXPIRATION:		MONTH				YEAR:						AMOUNT OF CHARGE: \$							
PRINT CARDHOLDER'S NAME										CARDHOLDER'S SIGNATURE									

APPRAISAL PRE-LICENSE EDUCATION

Attach a course completion certificate (or copy) for each course.

Courses taken after July 1, 1996, must be approved by the Kansas Real Estate Appraisal Board. Courses taken prior to July 1, 1996, will be reviewed individually to be sure the course meets the pre-licensing education requirements. **Be sure that the education was taken within the time frame specified in K.A.R. 117-2-1.**

COURSE PROVIDER	COURSE NAME	# OF HOURS (MINIMUM 15)	DATE COMPLETED